

CITY OF CONVERSE
PLANNING & ZONING COMMISSION
MINUTES OF MARCH 21, 2011 - 7:00 PM

The Planning and Zoning Commission of the City of Converse met in a regular meeting at the City Conference Room Located at 405 S. Seguin Street on Saturday, March 21, 2011 at 7:00 PM to discuss various items on the agenda.

The Following were Present:

Mr. Robert Browning, Chairman
Mr. Donnie West, Vice Chairman
Mr. Joseph Guastella, Member
Mrs. Cynthia Turner, Member

Mr. Jeff Tondre, City Engineer
Mrs. Renee Paschall, Council Liaison
Mr. John Quintanilla, Assistant City Manager
Mrs. Odie Martinez, Recording Secretary

1. Call Planning & Zoning Commission Meeting to Order.

At approximately 7:02 pm Chairman Browning called the meeting to order.

2. Roll Call.

Chairman Browning announced roll call.

Members Absent: Member Michael White; unexcused
Member Richard Fink Sr; excused (work related).

Visitors: Richard Ray, Emil Moncivais, Paul Denham, Councilman Steve Brown arrived at 7:56 pm.

3. Action to Approve Planning & Zoning Commission minutes of February 26, 2011.

Member Guastella made the motion to approve the minutes of February 26, 2011; Member Turner seconded the motion. Motion passed unanimously.

4. Action to Approve Planning & Zoning Commission minutes of February 28, 2011.

Member Guastella made the motion to approve minutes of February 28, 2011; Member Turner seconded the motion. Motion passed unanimously.

5. Public Hearing on a request for a Special Use Permit on a Parcel of Land located at 8314 Seguin a.k.a. 8312 FM 78 (CB 5080A, Lot 8B "City of Converse Annexation" ID#317114), an approximately 4.865 acre tract of land, to allow for the operation of an Automobile Sales and Service Business as requested by the property owner.

Public Hearing started at 7:05 pm.

Richard Ray of 8423 Tesoro Perdido, Universal City, Texas 78148 gave a brief description of the Automobile Sales Service business and location of where the business will take place.

Public Hearing ended at 7:16 pm.

6. Discussion and Appropriate Action to Approve the Final Plat for MIRAMAR Unit #9, Plat #119. (Interim City Manager)

P&Z board members discussed the Final Plat for Miramar Unit 9. Member Guastella made the motion to approve the Final Plat, Vice Chair West seconded the motion. Motion passed unanimously.

7. Discussion and Appropriate Action to Approve a Request for a Special Use Permit on a Parcel of Land located at 8314 Seguin a.k.a. 8312 FM 78 (CB 5080A, Lot 8B “City of Converse Annexation” ID # 317114), an approximately 4.865 acre tract of land to allow for the operation of an Automobile Sales and Service Business as requested by the property owner. (Interim City Manager)

Mr. Quintanilla stated staff recommends approval of the Special Use Permit. Member Guastella made the motion to approve the Special Use Permit located at 8314; Member Turner seconded the motion. Motion passed unanimously.

8. Discussion and Appropriate Action on the 2011 Master Planning Process. (Planning & Zoning Chairman) (Interim City Manager)

Mr. Emil Moncivais a registered Architect and Interior Art Designer for the City of San Antonio introduced the board members to a 30 minute presentation which covered preparation of a Master Plan. Board Members discussed the presentation and the “Strategic Planning” No Action was needed on this item.

9. Report by the City Council Liaison.

- Discussed disposition of the trees at CVS Pharmacy Property
- Announced the seats for May 14, 2011 Election; Mayor, Place 1, Place 3 and Place 5

10. Report by Interim City Manager.

- 50th Anniversary Events
- New City Manager (Shawna Dowell) will begin Monday, March 28, 2011
- Karl Hoppes will discuss Kitty Hawk, Schuman & Toepperwein at the next City Council Meeting on April 5, 2011

- Proposal by Mrs. Stiggers “Big Hearts”
- Letter of Intent will be sent out for Water Project
- Stage I & II Water Restrictions will apply soon

Board members then discussed that volunteers are needed for the P&Z Commission.

11. Next Planning & Zoning Commission Meeting will be Monday, April 18, 2011.

Chairman Browning announced next P & Z meeting is scheduled for Monday, April 18, 2011.

12. Adjournment.

Meeting adjourned at approximately 8:31 pm.